

BASELINE SITUATION ANALYSIS

SWAYAMSIDDHA PROJECT

GUIDELINES

FEBRUARY 20001

This report is presented as received by IDRC from project recipient(s). It has not been subjected to peer review or other review processes.

This work is used with the permission of BAIF Development Research Foundation.

© 2001, BAIF Development Research Foundation.

STEPS IN THE STUDY OF BASELINE SITUATION IN THE SWAYAMSIDHHA PROJECT AREAS

I. PREPARATION

- 1. Discussion by the staff on the reasons for and the issues in baseline study
- 2. Preparation of a questionnaire to guide the focus group discussion
- 3 Who will collect .baseline data and from whom, when, where ?
- 4. Collection of the already available relevant secondary data.

II. BASELINE STUDY

- 5. Making a free lists of problems with the community groups (minimum 2 men's group and 2 women's group).
- 6. Making a comprehensive list of the problems in the village using the free lists from different groups.
- 7. Ranking the comprehensive list of the problems according to the priority with a women's representative group.
- 8. Situation analysis of the problems in the order in which they feature in the priority list ,along with the community.

III. ACTION PLAN ON THE BASIS OF THE BASE LINE STUDY

- 9. Strategy of the team to change the present situation and tackle the problem. Who will do what ,what needs to be done now and what can be taken up later.?
- 10. Preparation of this year's work plan (what will be done? how much? when)
- 11. Discussion with the groups from whom the baseline data was collected and planning who will do what.

Why is baseline study needed ?

- To understand the present conditions/ situations in relation to the project purpose.
- **What is the purpose of SWAYAMSIDHHA project?**
- “To improve rural women’s and girls’ health and support the process that empowers them to address their own needs in project areas”.

Therefore baseline study is to be done on which issues?

- Present health situation
- Present problems and needs of women
- The present state of empowerment of the women to tackle the problems

What is the source of this data?

The Local People with whom we are going to work.

- There could be differences in the perception of men and women and hence data should be collected from both groups by us.
- There could be difficulty in getting data from men and women at a common meeting and hence we can have separate discussions for men and women groups. But if in some areas this is not a problem we can have common discussions with men and women, but we should take care to see that both men & women are encouraged to contribute and their views noted separately.

Group discussion with at least two representative groups

- The discussion should take place in a minimum of 2 women's groups and 2 men's groups
- The participants for the group discussion should be such that the local community is well represented (Men and women, all age groups, landless/ landowners, people belonging to all caste/ creed/ religion)

Collection of the secondary data already available in relation to the baseline study

Some secondary data is often already available on issues on which the baseline is to be assessed, let us collect the available relevant secondary data which will be useful in strategic planning to achieve project purpose.

1. **Demographic information:** This can be obtained from the grampanchayat records (e.g population ,number of families, literacy rate)
2. **Health related data :** This can be obtained from the PHC or the DHO's office (e.g cases of malnutrition,cases of anaemia,cases of T.B in the last year)
3. **Data on women's issues:** This can be obtained from the local police records . (e.g number of cases of violence against women)

*This information can be filled in the **Annexure 1***

Before starting any group discussion on baseline data we can keep in mind the following

- 1.. Let us fix and inform the time / place and other details and ensure that it is convenient for the people.
2. To document the discussion process & to collect the information let us take all the things necessary like Papers, cards etc.
3. Let us ensure that the village is well-represented to get a valid data.

The first Group Discussion :

For free – listing of the community problems

- We can start with an introduction saying that since the inception of Swayamsiddha Project we have been interacting with them and we now need to understand and list the problems of the community to work together .
- What are the problems in your village?**
- We can start with this question.
- We may have to give some examples to start them thinking.
- Example -Why don't the girls go to school /
 - Women's maximum time is spent on which activity? Etc.

This might help to start them thinking on related issues of schooling / fuel.

Care should be taken to list their problems and not what we think or assume are their problems

In this way one by one problems will come forward and we will have a list of Problems from the community

List the problems in Annexure 2

The first group discussion.....

In this list see if the following problems have been covered or not.

List of issues related to the project purpose:

Health related

- | | |
|--------------------------|----------------------------|
| 1.personal hygiene | 2.village sanitation/water |
| 3.malnutrition | 4.immunization |
| 5.respiratory infections | 6.diarrhoea |
| 7.reproductive health | 7.health care facilities |

Women's issues

- | | | |
|-------------------------------------|-------------------|--------------|
| 1.education | 2.economy/poverty | |
| 3.employment opportunities | 4.violence/safety | |
| 5.participation in decision -making | 6.drudgery | 7.illiteracy |

- If the above problems have not appeared from the community, pose leading question to find out if they find these a part of their problems.
- And then in the community problem list indicate separately in bracket the problems that came directly from them and those prompted by us with leading questions.
- In this way we can make a free list with at least 2 groups.
- After every group discussion let us note the names of the participants.

After the 1st group discussion

Making a comprehensive problem list ...

- We now have a list of problems from every group, let us make a comprehensive list of problems by compiling them.
- Let us ensure that each problem has been listed only once in the comprehensive list.
- Let us now put down every problem individually on separate cards in bold writing in preparation for the next group discussion.

Second Group Discussion

- **Discussion with a representative women's group about the ranking/ prioritization of the women's problems.**
- ☐ • Before starting the discussions let us brief the participants about the process by which the comprehensive list was prepared in case some were not present during the previous free-listing
- Now let us display the list or cards with the problems in front of them.
- ☐ • Now we can ask them that out of these problems, which are the ones they feel, needs to be tackled on priority and why? (Priority can be accorded if the problem is one which :
• *affects the maximum number of persons/ is most difficult to solve or has the worst consequences?*)
- ☐ • We must ensure that all the problems from the comprehensive free list have been ranked
- **So now we have a list of problems ranked according to priority felt by the women**

Enter the ranked list according to priority in Annexure3

Preparation for the third group discussion

Present situation in relation to the problem

– Let us prepare ourselves to find out the present status of each of the problems by meeting the (groups) community again.

-- To explore the present situation we need to ask the following *questions about each of the problems...*

- 1) This problem affects/afflicts **how many** or what proportion of the people?
- 2) **When** is this problem more?
- 3) **Whom** does the problem affect more?
- 4) **Where** is the problem present? Is there any difference in the area of the village that is affected ?
- 5) **What is the cause** of the problem? Or **why** did this problem occur?
- 6) **Since when** are you facing this problem?
- 7) **What is the perception** of the people in relation to this problem ?

Refer to Annexure 4

Some tools for documentation of data

Here are some tools to document the data collected by asking the questions given on the previous page.

.This Problem affects/afflicts -----

1. How many :- This answer can be represented by percentages/no:

In case this is not possible then note it as shown below.



100%



50%



25%



Very few

2. When is this problem more? namely, during which period (Season, life, year)

i) Related to seasons- draw



Summer



Rainy



Winter

ii) **Related to life stage**-use line graph

-----/-----/-----/-----/-----/-----/

Birth childhood adolescence marriage pregnancy death

Some more tools

- 3. **Whom** does it affect more? (Are there any differences in the extent of problem in males/females, in high/low class or cast)

e.g. if the problems is this much



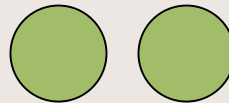
then it affects males this much



it affects females this much



or similar in both groups



These symbols can be used to depict more or less

Tools continued.....

- 4. **Where** in your village (in which area/ hamlet) is this problem more prevalent.
While asking this question we can draw the map of the Village and on the map represent the areas with more problem and areas with less problem using different colours or different symbols.



- 5. **What is the cause** of this problem ? or **why** did this problem occur?

We can use clue questions like : Is it because of

- *lack* of availability of something/ someone
- a certain *belief*
- a certain *outlook*.

Tools.....

6. Since when are you facing this problem?

Use the following clues ----

- since which **year**/since how many **months** (since 5 years ..,etc)
- after a certain **event** or **disaster**.(famine, epidemic, riots)

7. What is the perception of the people in relation to the problem?

e.g -1. What is the **communities definition** or what do they **perceive** as good personal hygiene—

Does good personal hygiene according to them mean...

- * Cutting nails regularly
- * Having a bath daily
- * Hair free of lice infestation
- * Clean clothes

Or else what is their perception .

-2. What is their **perception** of an unsafe environment?

Do they feel that the environment is unsafe if...

- * They fear sending girls to neighboring village school
- * Fear of girls venturing out after darkness
- * Inability to travel to another place unescorted.

Let us study every problem in the above manner.

Our action plan

***Preparation of action plan**

Let us now make our action plan *based on the data collected* on **peoples problems**

Let us decide about the problems from their list that we plan to tackle **along with them----**

- which ones this year.
- which ones immediately
- which ones later
- whom do we start working with in the beginning

to help them address their own needs.

Next we need to explore **the causes** that lead to the problem and plan to deal with them..